



# AIA<sup>®</sup> Document G701<sup>™</sup> – 2001

## Change Order

PROJECT: *(Name and address)*

CHANGE ORDER NUMBER:

OWNER ☐

DATE:

ARCHITECT ☐

ARCHITECT'S PROJECT NUMBER:

CONTRACTOR ☐

TO CONTRACTOR: *(Name and address)*

FIELD ☐

CONTRACT DATE:

OTHER ☐

CONTRACT FOR:

The Contract is changed as follows:

*(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)*

The original (Contract Sum) (Guaranteed Maximum Price) was

\$ \_\_\_\_\_

The net change by previously authorized Change Orders

\$ \_\_\_\_\_

The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was

\$ \_\_\_\_\_

The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged)

by this Change Order in the amount of

\$ \_\_\_\_\_

The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be

\$ \_\_\_\_\_

The Contract Time will be (increased) (decreased) (unchanged) by ( ) days

The date of Substantial Completion as of the date of this Change Order therefore is

*(Note: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.)*

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

ARCHITECT *(Firm name)*

CONTRACTOR *(Firm name)*

OWNER *(Firm name)*

ADDRESS

ADDRESS

ADDRESS

BY *(Signature)*

BY *(Signature)*

BY *(Signature)*

*(Typed name)*

*(Typed name)*

*(Typed name)*

DATE

DATE

DATE

**CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.**

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